

2014 Seattle City Council Green Sheet

Ready for Notebook

Tab	Action	Option	Version
125	1	A	2

Budget Action Title: Add \$180,000 GSF and two Paralegal, Sr. positions to the Law Department Civil Division for legislation drafting

Has CIP Amendment: No Has Budget Proviso: No

Councilmembers: Burgess; Harrell; Licata

Staff Analyst: Martha Lester; Ben Noble

Council Bill or Resolution:

Date		Total	SB	BH	TR	RC	TB	NL	JG	SC	MO
	Yes										
	No										
	Abstain										
	Absent										

Summary of Dollar Effect

See the following pages for detailed technical information

	2013 Increase (Decrease)	2014 Increase (Decrease)
General Subfund		
General Subfund Revenues	\$0	\$0
General Subfund Expenditures	\$0	\$180,000
Net Balance Effect	\$0	(\$180,000)
Total Budget Balance Effect	\$0	(\$180,000)

Budget Action description:

This green sheet would add \$180,000 from the GSF and two Paralegal, Sr. positions to the Law Department's Civil Division for legislation drafting.

The City has long maintained a decentralized approach to the development and drafting of proposed legislation, with each department responsible for producing the legislation that is submitted via the Law Department and the Mayor's Office to the City Council. To provide support for this responsibility, the Law Department, the City Clerk, City Council Central Staff, and the City Budget Office have all teamed to train staff across the City on how to draft legislation.

However, in recent years, much of the proposed legislation submitted to the Law Department for its review, and subsequently to the Council, has required significant corrective effort by City lawyers and Central Staff. This has proven to be an inefficient and time-consuming approach to developing proposed legislation. The valuable time of relatively senior staff is being spent on issues that should be addressed by department staff or lower-cost paralegal assistance.

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This green sheet would add two new Paralegal, Sr. positions in the Law Department's Civil Division who would be specifically assigned to work with department staff to develop proposed legislation. This would better leverage the relatively more costly time of lawyers and Central Staff.

This approach would not change the current arrangement in which each department is fully responsible for the quality of the proposed legislation that is submitted to the Law Department and ultimately to the City Council. Instead, it would provide additional resources in the Law Department to assist the departments in fulfilling this responsibility.

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Budget Action Transactions

Budget Action Title: Add \$180,000 GSF and two Paralegal, Sr. positions to the Law Department Civil Division for legislation drafting

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BCL or Revenue Source	Summit Code	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding and two positions for legislation drafting	Paralegal,Sr - FT	2	2	LAW	Civil	J1300	00100	2014		\$180,000